

VILLAGE OF BARRINGTON HILLS

COMMUNICATIONS COMMITTEE
NOTICE OF MEETING

Date: Monday July 15, 2013

Time: 6:00 PM

Location: Training Room

Village Hall 112 Algonquin Road

1. Organizational
 - 1.1. Call to Order Chairman Linda Fox called the meeting to order at 6:06 pm
 - 1.2. Roll Call
 - 1.2.1. Present: Linda Fox, Mike Zachar, Barbara Kemp, Trustee Karen Selman, Robert Kosin, Village Administrator, Anna Paul
 - 1.2.2. Absent: Mary Beth Holsteen, Laura Ekstrom, Trustee Patty Meroni, Alice Runvik
2. Administration
 - 2.1. Approval of Minutes
 - 2.1.1. Barbara Kemp made a motion to approve the June 2013 minutes, seconded by Mike Zachar, approved without changes 4-0-2
3. Reports from Village
 - 3.1. Police Department, Alice Runvik: no report
 - 3.2. Trustee Selman
 - 3.2.1. Sent Welcome Letter out for feedback.
 - 3.2.2. Finance meeting tomorrow to review second quarter
 - 3.2.3. Barrington Countryside Fire District meeting this week
 - 3.2.4. East Dundee board meeting tonight regarding IAA
 - 3.3. Trustee Meroni: no report
 - 3.4. Village Administrator, Robert Kosin
 - 3.4.1. 100% OMA compliance for VBH elected officials
 - 3.4.2. Village exploring feasibility of holding festival/BBQ for residents in Fall, 2013. With possible date of October 12, 2013.
 - 3.5. Anna Paul
 - 3.5.1. Village will start a signup on the web for residents to sign up for email alerts from Village. Heritage and Environs Committee has database of emails for cleanup day. Anna researching software, such as Constant Contact.
- Action: Information Only
4. Old Business
 - 4.1. Newsletter Update
 - 4.1.1. Newsletter almost ready for publishing
 - 4.2. Review Welcome Wagon mailer
 - 4.2.1. Committee made minor edits
- Action: Information and Recommendations
5. New Business

5.1. Email Management Service

5.1.1. See discussion above 3.5.1

5.2. Such business as may be brought before the Committee

5.2.1. None

6. Public Comments

6.1. No comments

7. Adjournment

7.1. Motion to adjourn made by Michael Zachar at 7:15 pm . Seconded by Barbara Kemp.
Approved 4-0-2

Chairman: Linda Fox